



Useful Phone Numbers

Help Line

Australia	+ 1-800-33-11-77
Canada	+ 1-800-665-4339
Europe	00-800-1810-1810

Fellowes

Australia	+ 61-3-8336-9700
Benelux	+ 31-(0)-76-523-2090
Canada	+ 1-905-475-6320
Deutschland	+ 49-(0)-5131-49770
España	+ 34-91-748-05-01
France	+ 33-(0)-1-30-06-86-80
Italia	+ 39-071-730041

México	+ 1-800-234-1185
United States	+ 1-800-955-0959

Japan	+ 81-(0)-3-5496-2401
Korea	+ 82-2-3462-2884
Malaysia	+ 60-(0)-35122-1231
Polska	+ 48-(0)-22-771-47-40
Singapore	+ 65-6221-3811
United Kingdom	+ 44-(0)-1302-836836
United States	+ 1-630-893-1600



Office Laminators

Venus 125



Please read these instructions before use.

Veuillez lire ces instructions avant utilisation.

Lea estas instrucciones antes del uso.



1789 Norwood Avenue, Itasca, Illinois 60143-1095 • USA • 630-893-1600

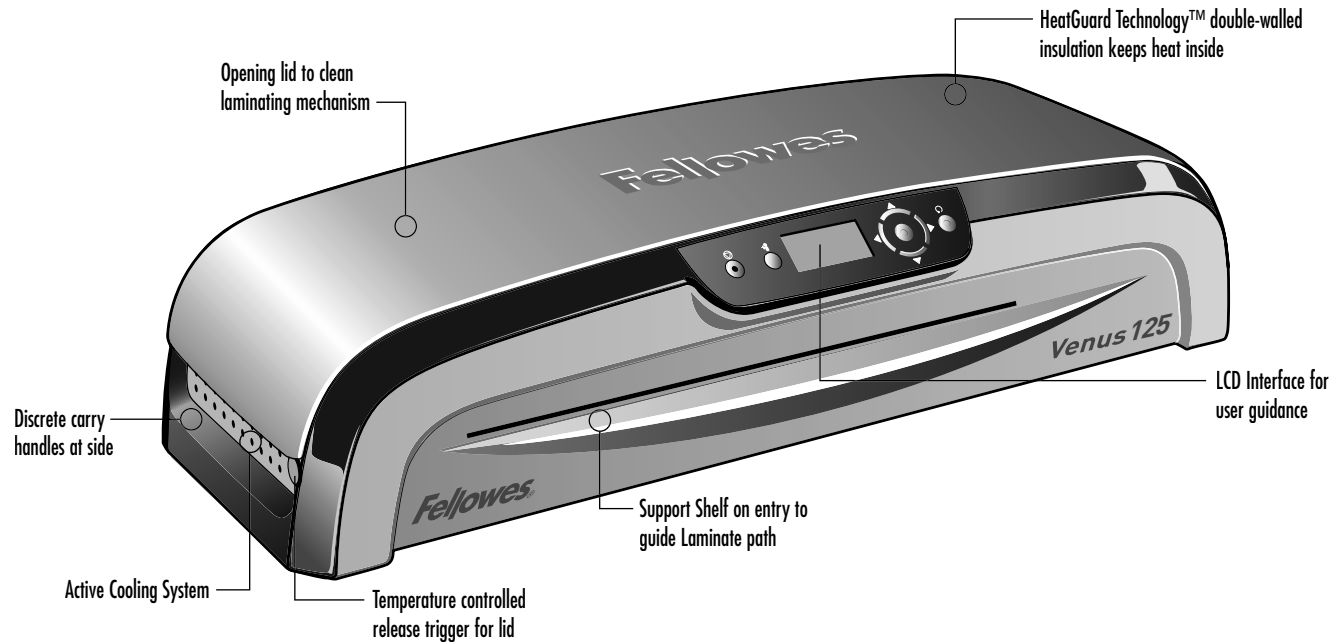
fellowes.com

Australia	Canada	Deutschland	France	Japan	Polska	United Kingdom
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2006 Fellowes, Inc. Part No. 402103

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ENGLISH



CAPABILITIES

Pouch Thickness	3-10 mil	Laminating capacity – 3 to 10 mil hot laminating pouches per side
Estimated Heat-Up Time	4 Minutes	1000 Watt
Approximate Cool-Down Time	60 Minutes	Dimensions: 4 3/4" (w) x 21 7/8" (d) x 9 5/8" (h)
Lamination Speed	18"/Minute	Max document thickness 1/32"
Maximum Width	12.5"	
Voltage	120V	
Frequency	50/60 Hz	

IMPORTANT SAFETY INSTRUCTIONS — Please Read Before Using!

WARNING

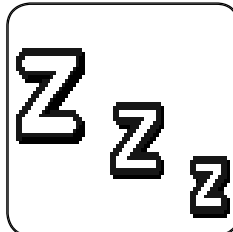
- The socket-outlet shall be installed near the equipment and shall be easily accessible.
- To prevent electrical shock, do NOT use laminator close to water and do NOT spill water on laminator, electric cord, or wall socket.
- Do not leave electric cord in contact with a warm surface.
- Do not leave electric cord hanging from a cupboard or shelf.
- Do not use laminator if electric cord is damaged.
- Do not laminate metal objects.



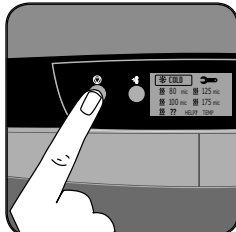
CAUTION

- Only use pouches specifically designed for the lamination setting you intend to use.
- Always supervise children during laminator operation.
- Keep pets away from laminator while in use.
- Switch off and unplug laminator when not in use.
- Only open the laminator as explained under "Maintenance". Do not open or attempt to repair in any other way, as this could result in electric shock and will void your warranty. Contact Customer Service if you have questions. Please note the warranty does not apply in cases of abuse, mishandling or unauthorized repair.

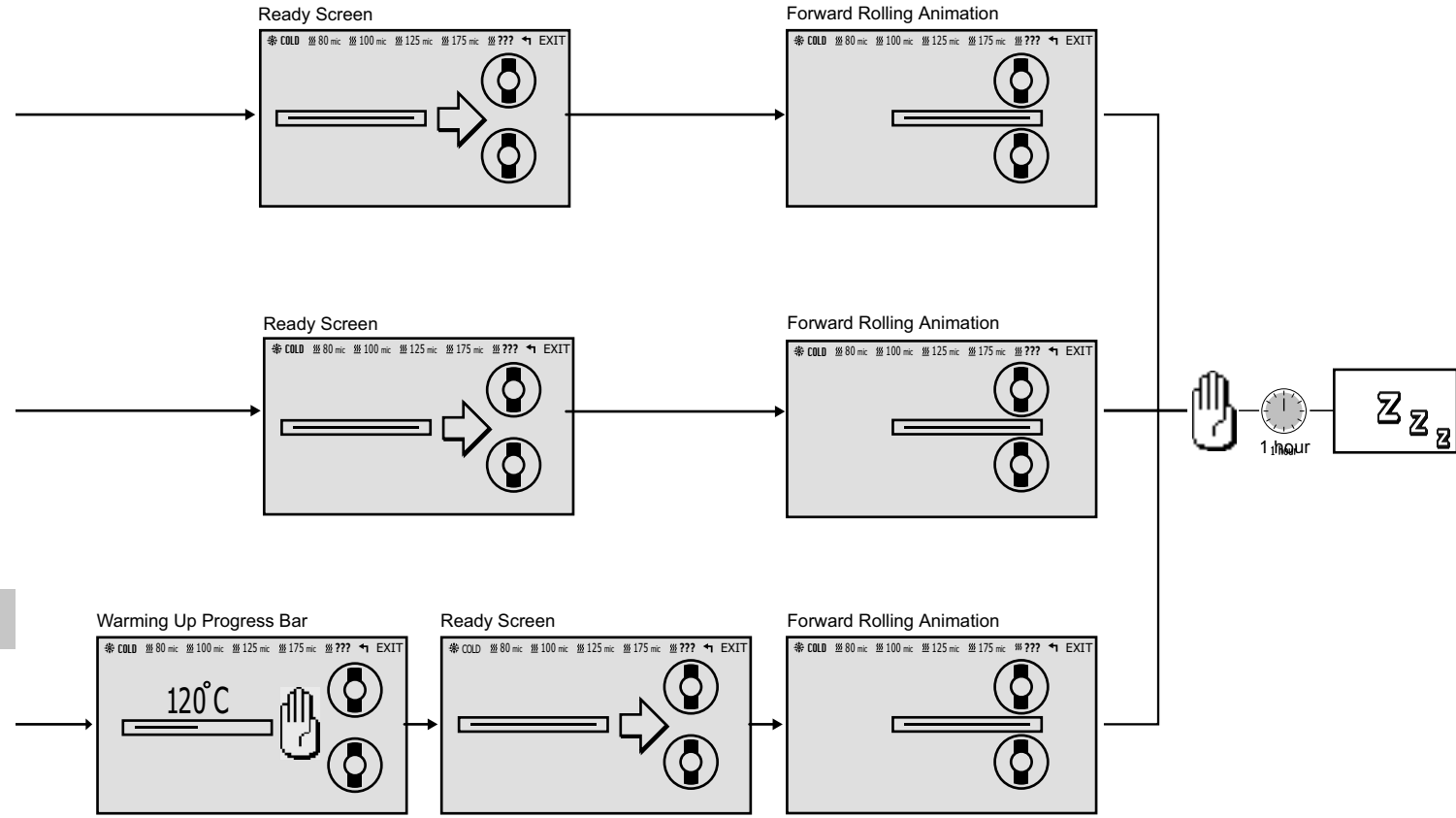
IMPORTANT SAFETY INFORMATION



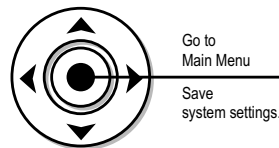
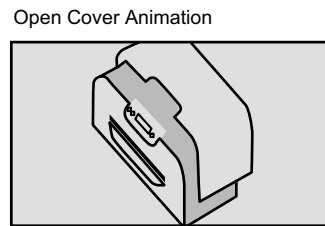
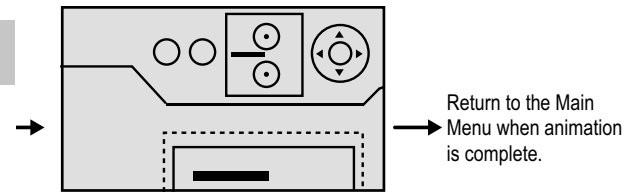
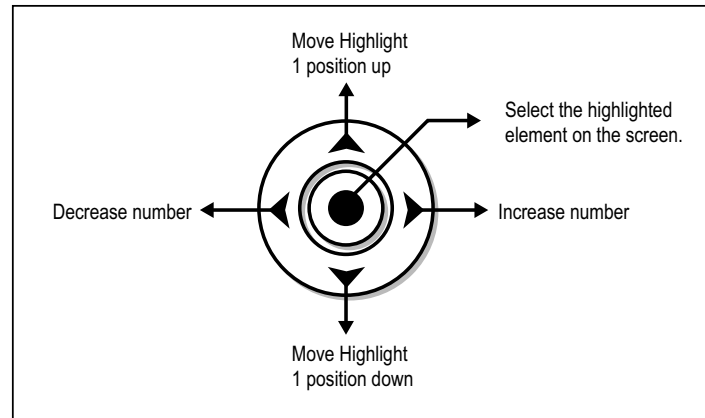
This laminator is equipped with an Auto shut-off function. It will turn the laminator into stand-by mode, if it has not been used for over 60 minutes. The LCD screen will show the sleep screen when in stand-by.



To switch the laminator back on, simply press the stand-by button at the left of the front operating panel. During lamination, the direction of the pouch can be reversed, if you are unsure about the progress of the lamination. To do so, press down the reverse key. This will eject the pouch back at the front entry.

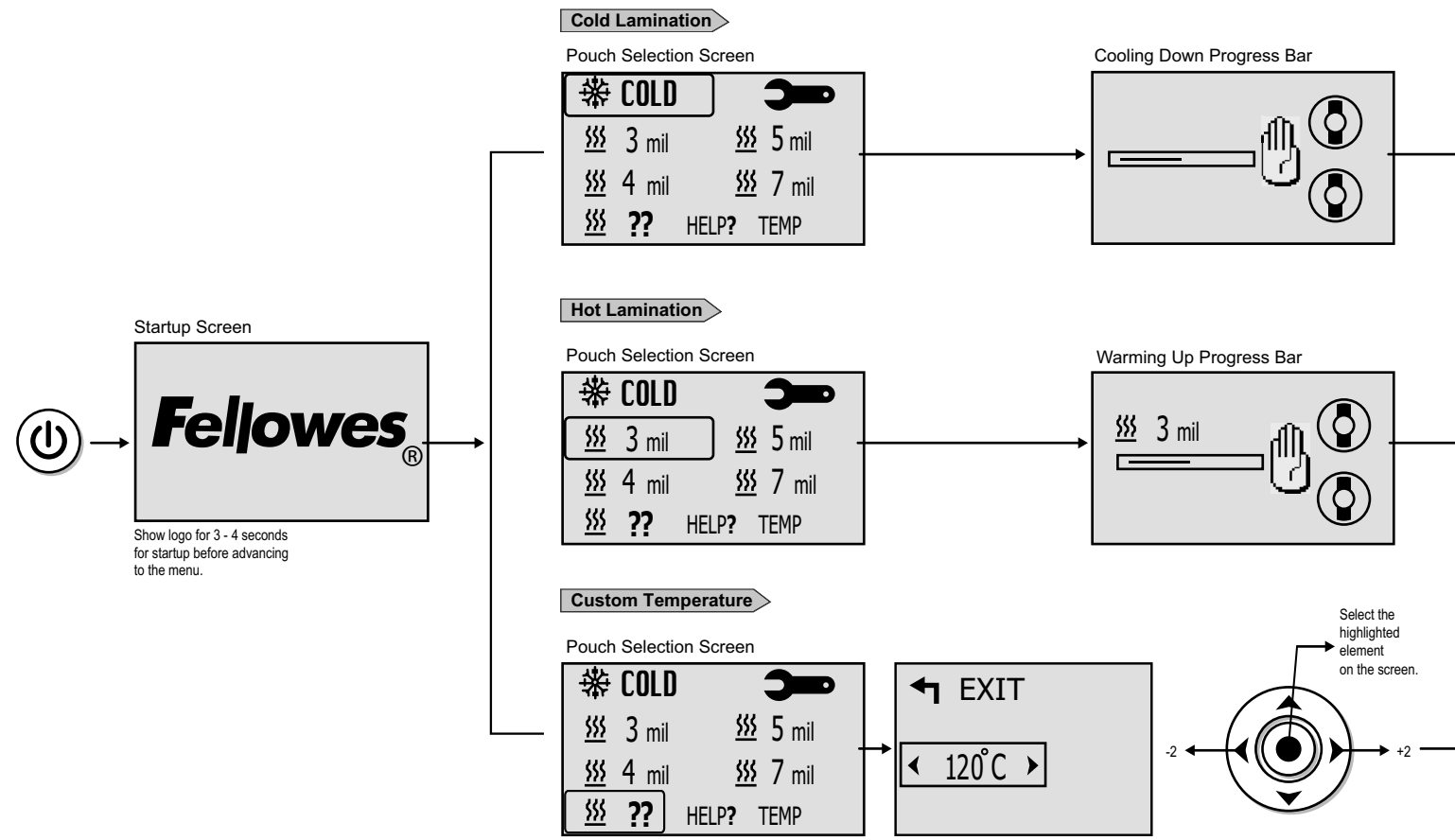


CURSOR KEY



Venus Laminator User Interface Display Illustrations

SELECTING LAMINATION TEMPERATURE

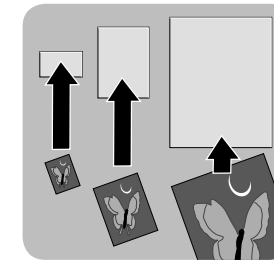


TIPS

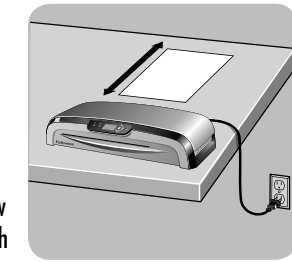
- Always put item in a pouch. Never laminate an empty pouch.
- Do not laminate heat-sensitive documents (i.e., tickets, ultrasounds, etc.)
- Trim excess pouch material from around your item after laminating and cooling.
- Use a dry-erase marker for writing on laminated pouches.
- Before laminating valuable items, do a test run with an item similar in size and thickness.

BEFORE YOU LAMINATE

For best results use Fellowes® brand pouches (Enhance3 – Preserve10). Select correct pouch size for laminated item.

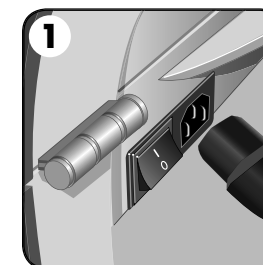


Position laminator so you have enough space to allow items to pass freely through the machine.

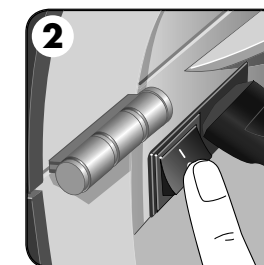


COLD LAMINATION STEPS

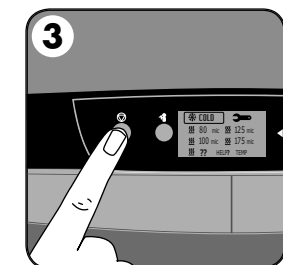
CAUTION: Only use self-adhesive pouches when laminating with a cold setting.



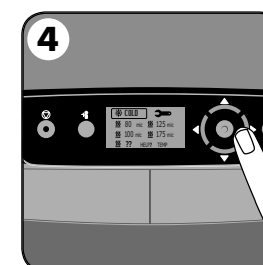
1. Connect power cable to inlet at back of laminator.



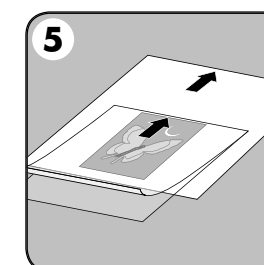
2. Switch laminator on with Power On / Off button at back of machine



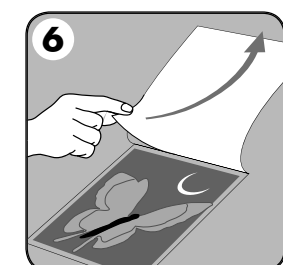
3. Press Stand-by button at left of front operating panel to switch laminator on.



4. Use navigation keys to select setting for cold lamination



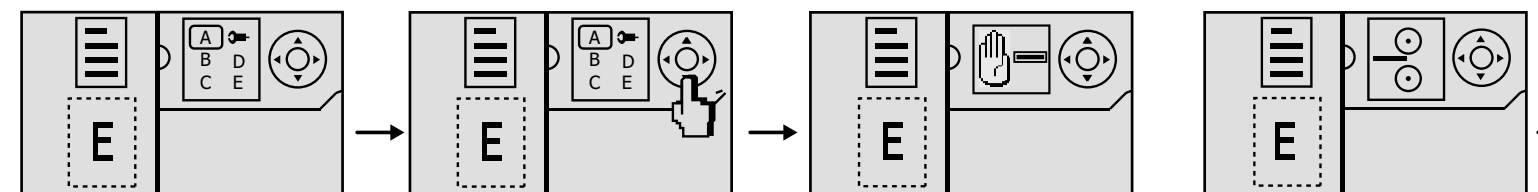
5. Center item on clear side against sealed edge; documents cannot be repositioned once laminated.



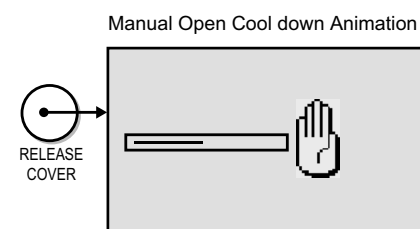
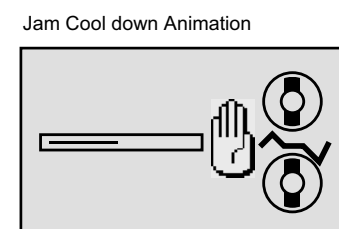
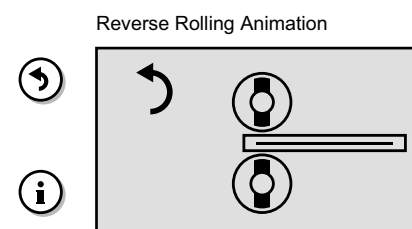
6. Peel a small part of the protective sheet away from document. Place pouch, sealed edge first, into laminator entry. Keep pouch straight and use the edge guide to centre it. Continue peeling the protective sheet away.

INFORMATION SCREEN

This sequence of display animations will play step by step in the background when the laminator is not in use.

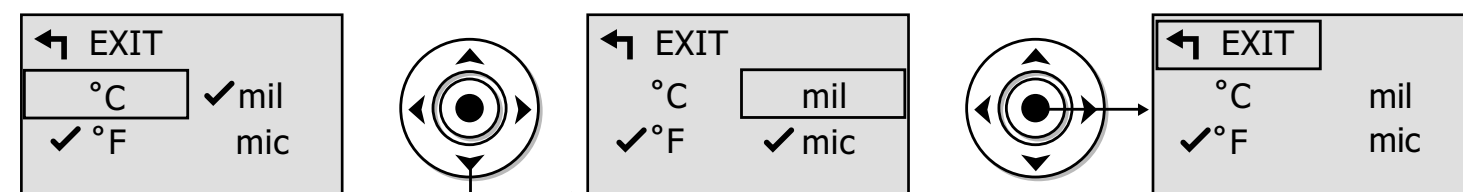


TROUBLESHOOTING

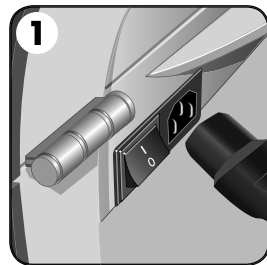


SYSTEM SETTING SCREENS

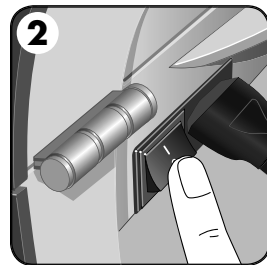
Select North America or European settings.



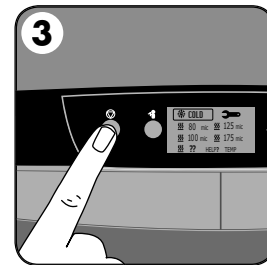
HOT LAMINATION STEPS



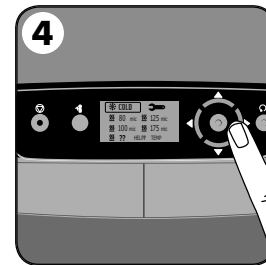
1. Please insert the power cable in the laminator and the power supply.



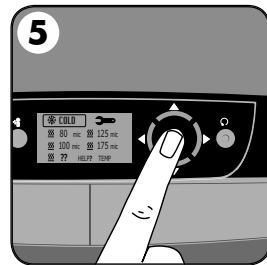
2. Switch laminator on with Power On / Off button at back of machine.



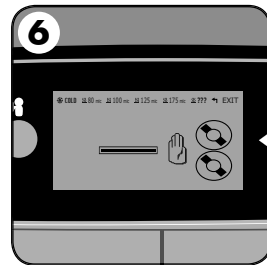
3. Press Stand-by button at left of front operating panel to switch laminator on.



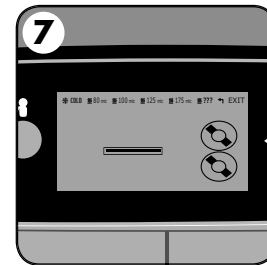
4. Use navigation keys to select setting for the hot lamination pouch thickness (3-10 mil) you wish to laminate.



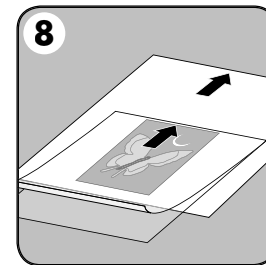
5. Confirm your selection by pressing "Enter" button in the middle of navigation keys. Laminator will take a few minutes for temperature adjustment.



6. During warm-up, a "wait" symbol will appear in the LCD screen until the required temperature has been reached.



7. One temperature is reached, the selected setting will flash in LCD screen and acoustic bleep signal will sound and the roller symbols will rotate.



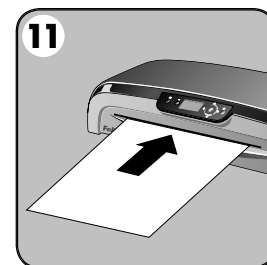
8. While laminator is warming up, please prepare item you wish to laminate. Place the item inside the pouch and center it against the sealed edge of the pouch. To prevent jamming, use a carrier when item is smaller than the pouch.



9. Place pouch, sealed edge first, into laminator entry. Keep pouch straight and use the edge guide to center it.



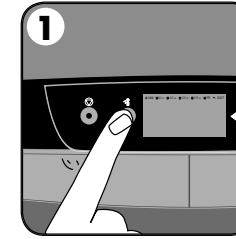
10. To prevent jamming, immediately remove laminated item from back of machine. Let item cool on flat surface for several seconds.



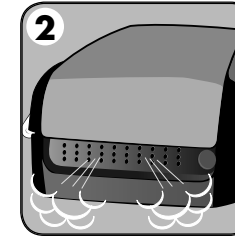
11. Before switching off laminator, feed empty cleaning/carrier sheet through machine to clean unit.

MAINTENANCE - Unique Easi-Access technology

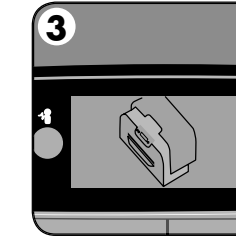
This laminator is equipped with the unique Easi-Access technology for easy maintenance. This allows the user to open the laminator for maintenance, just like a photocopier.



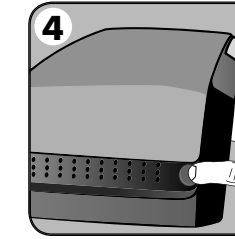
1. To open the laminator, please press the "Open" button as shown in the illustration and wait for the "open" symbol to appear on the LCD screen and the ready beep to sound.



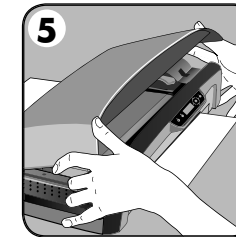
2. Fans will turn on to cool the machine down to safe handling temperature inside.



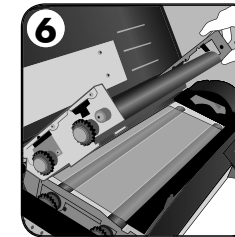
3. The "Open" symbol will show in the LCD screen will turn on and the ready beep will sound when machine is ready to be opened.



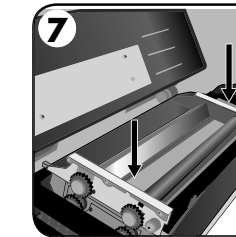
4. Press the buttons on both sides of the machine to activate the Easi-Access mechanism. (The laminator needs to be switched on to allow the active temperature control to work).



5. Open the lid with both hands. You are now able to clean the inside of the laminator and carefully remove any residual glue or other items. When laminator is opened, power to internal parts is isolated, so that user is not in danger of electric shock.

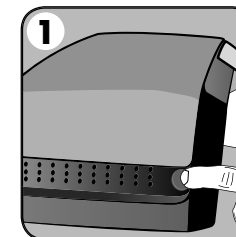


6. For further maintenance, the rollers can be released by experienced users. Press cam levers to release the rollers.

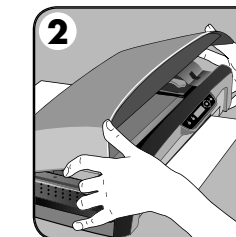


7. Please remember to re-secure them to ensure safe operation.

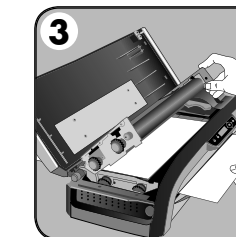
TROUBLESHOOTING



Problem
Ready Light does not come on after extended time



Cause
Laminator is in a hot, humid area.



Solution
Move laminator to a cool dry area.

Cause
Laminated item may be too thick.

Solution
Pass through laminator a second time.

Cause
Pouch was not used.
Pouch was not centered or straight when fed through Pouch/Document Entry.

Solution
All our laminators have been designed to operate jam-free. In the unlikely event of a jam occurring, please press the red release buttons on the sides of laminator, and wait for the open light to turn on. (See image 1)

The laminator can be opened to remove incorrectly inserted items as described under Maintenance. Please ensure that you follow the described steps. (See image 2)

Gently pull on the jammed material to release it. (See image 3)

Make sure that no residue is left on the rollers and use cleaning sheet before laminating.

Always put item in a pouch.

Align sealed edge with Pouch/Document Entry. Use guide to center.

Need Help?

Please call our experts at Customer Service. You'll find the numbers for your nearest Service Centre on the BACK cover of this booklet.

WARRANTY

Fellowes warrants all parts of the laminator to be free of defects in material and workmanship for 2 years from the date of purchase by the original consumer. If any part is found to be defective during the warranty period, your sole and exclusive remedy will be repair or replacement, at Fellowes' option and expense, of the defective part. This warranty does not apply in cases of abuse, mishandling or unauthorized repair. ANY IMPLIED WARRANTY, INCLUDING THAT OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS HEREBY LIMITED IN DURATION

TO THE APPROPRIATE WARRANTY PERIOD SET FORTH ABOVE. IN NO EVENT SHALL FELLOWES BE LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES ATTRIBUTABLE TO THIS PRODUCT. This warranty gives you specific legal rights. You may have other legal rights that vary from this warranty. The duration, terms and conditions of this warranty are valid world-wide, except where different limitations, restrictions or conditions may be required by local law. For more details or to obtain services under this warranty, please contact us or your dealer.